

DSHS DISCRIMINATION & HARASSMENT

P O L I C Y S T A T E M E N T

It has been the department's policy to create an organizational culture that respects and values individual differences and encourages the productive potential of every employee. As Secretary, I believe it is necessary to reaffirm our policy of nondiscrimination in our employment policies and practices.

Therefore, I am reaffirming our commitment to Administrative Policy No. 18.66 in providing a work environment free from all forms of discrimination including harassment, intimidation and hostility based on an individual's race, creed, color, national origin, sex, disability, age, religion, marital status, sexual orientation, use of a trained guide dog or service animal by a person with a disability, Vietnam Era Veteran or Disabled Veteran status. I especially urge individuals who feel

they are subject to discrimination to contact the department's contracted toll-free 24/7 hotline at: 1-866-723-0930. Individuals staff this phone line to ensure that everyone who calls in speaks with someone. All complaints, whether anonymous or not, are forwarded to the Human Resource Division (HRD) Investigation and Reasonable Accommodation Unit (IRAU) for appropriate follow-up.

All appointment authorities, managers and supervisors are accountable for ensuring that the spirit and intent of this policy is carried out. All employees are responsible for contributing towards a cooperative working environment with the diversity of our workforce. Everyone's continued commitment to nondiscrimination is appreciated. The web site address is: <http://asd.dshs.wa.gov/RPAU/documents/Admin-Policy/18.66.doc>



ROBIN ARNOLD-WILLIAMS
Secretary

January 16, 2007

Date